

STATE OF CALIFORNIA

Department of Parks and Recreation

CAREER OPPORTUNITY BULLETIN



Date: April 6, 2009

Bulletin # 759

This Career Opportunity Bulletin may also be viewed on our website at
www.parks.ca.gov

The Mission of the California Department of Parks and Recreation is to provide for the health, inspiration, and education of the people of California by helping to preserve the state's extraordinary biological diversity, protecting its most valued natural and cultural resources, and creating opportunities for high-quality outdoor recreation.

HOW TO APPLY

For each separate position, please forward a standard state application Std Form 678. Indicate the position and location of the job for which you are applying. Send your application to:

Department of Parks and Recreation

P.O. Box 942896

Sacramento, CA 94296-0001

Attention: Personnel Services Division/Certification Unit

All applications must be postmarked by the final filing date

FINAL FILING DATE FOR JOBS POSTED IN THIS BULLETIN: April 17, 2009

California Relay Service
TDD 1-800-735-2929

Jobs Phone Line
1-916-653-6995

An affirmative action employer - equal opportunity to all regardless of race, color, creed, national origin, ancestry, sex, marital status, disability, religious or political affiliation, age or sexual orientation.

THE FOLLOWING ADVERTISEMENTS HAVE BEEN CANCELED.

549-911-6940-001

MAINTENANCE MECHANIC (\$3835 - \$4207) – CHANNEL COAST DISTRICT/LA PURISIMA SECTOR

The reporting location for this position is the Maintenance Shop at La Purisima Mission State Historic Park in Lompoc. This position is responsible for the maintenance, service, and operation of the park's systems as well as repairing and maintaining the mission's historic structures and new visitor center. The incumbent will also serve as support staff for the water plant operations at El Capitan and Refugio State Beaches and Gaviota State Park and may report to any of these units. **Possession of a valid Grade II Water Treatment Certificate and a Grade II Water Distribution Certificate are required. Please provide proof of eligibility with application. This position is subject to the Federal Drug and Alcohol Testing Program.** The incumbent's work schedule will be Monday through Friday from 7:00 am to 3:30 pm. **State housing may be available.** For further information regarding this position, please contact Susan Kosek-Kelly at (805) 968-2943.

549-660-6389-001

STATE PARK EQUIPMENT OPERATOR (\$3906 - \$4283) – DIABLO VISTA DISTRICT/ SILVERADO SECTOR

The reporting location for this position is the Silverado Sector, but the incumbent may be assigned to work in locations throughout the Diablo Vista District. The incumbent will be responsible for the implementation of work identified in unit road and trail plans, annual Mount Diablo Wildfire Management Plan, fleet management, perform road and trail maintenance utilizing sustainable road/ trail planning and maintenance skills, transport and operate a variety of equipment and may act as lead worker to subordinate maintenance staff, CalFire, and other outside agency crews. The incumbent's work schedule will be Monday through Friday from 7:00 am to 3:30 pm. Temporary changes to the work schedule may occur due to operational need. **Possession of a California Class A Driver's License is required. Please provide proof of eligibility with application. This position is subject to the Federal Drug and Alcohol Testing Program. State housing may be available.** For further information regarding this position, please contact Lorrie Thomas-Dossett at (707) 769-5652 ext 218.

549-554-6940-001

MAINTENANCE MECHANIC (\$3835 - \$4207) – OFF-HIGHWAY MOTOR VEHICLE RECREATION (OHMVR) DIVISION/OCEANO DUNES DISTRICT/OCEANO DUNES STATE VEHICULAR RECREATION AREA

The reporting location for this position is the Oceano Dunes Maintenance Shop in Oceano. The incumbent will perform within the areas of park maintenance facilities and systems which include Oceano Dunes State Vehicular Recreation Area and Pismo State Beach and Campgrounds. The incumbent's responsibilities include maintenance and repair of the District's utility systems, including water, gasoline, propane, electrical, and sewer systems. The incumbent is a critical part of the District's facility maintenance services team. The incumbent's work schedule will be Monday through Friday from 7:00 am to 3:30pm. **State housing is not available.** For further information regarding this position, please contact Curt Linse at (805) 773-7179.

Career Opportunity Bulletin # 759

- **ASSOCIATE GOVERNMENTAL PROGRAM ANALYST – ADMINISTRATIVE SERVICES DIVISION/BUSINESS MANAGEMENT SERVICES SECTION/HEADQUARTERS/SACRAMENTO**
- **ASSOCIATE GOVERNMENTAL PROGRAM ANALYST/STAFF SERVICES ANALYST – OFF-HIGHWAY MOTOR VEHICLE RECREATION (OHMVR) DIVISION HEADQUARTERS/SACRAMENTO**
- **ENVIRONMENTAL SCIENTIST – MARIN DISTRICT**
- **MANAGEMENT SERVICES TECHNICIAN – MARIN DISTRICT**
- **MUSEUM CURATOR I – CAPITAL DISTRICT/RAILTOWN 1897 STATE HISTORIC PARK**
- **MUSEUM TECHNICIAN (PERMANENT INTERMITTENT) – CAPITAL DISTRICT/SACRAMENTO HISTORY AND RAILROAD SECTOR/SUTTER’S FORT STATE HISTORIC PARK AND OLD SACRAMENTO STATE HISTORIC PARK**
- **PARK MAINTENANCE WORKER I – MARIN DISTRICT/ANGEL ISLAND**
- **PARK MAINTENANCE WORKER I – OFF-HIGHWAY MOTOR VEHICLE RECREATION (OHMVR) DIVISION/OCOTILLO WELLS DISTRICT/HERBER DUNES STATE VEHICULAR RECREATION AREA**
- **PARK AND RECREATION SPECIALIST – MONTEREY DISTRICT/DISTRICT OFFICE**
- **SENIOR ENVIRONMENTAL SCIENTIST – ORANGE COAST DISTRICT/CENTRAL SECTOR**
- **STAFF PARK AND RECREATION SPECIALIST – ORANGE COAST DISTRICT/DISTRICT SECTOR**
- **STATE PARK INTERPRETER I (PERMANENT INTERMITTENT) – COLORADO DESERT DISTRICT/CUYAMACA RANCHO STATE PARK**

If applying for more than one position, please submit a separate application for each position and indicate your choice in location. Please be specific

The following vacancies are offered as advertisement to candidates that are current or eligible for reinstatement as a PC 830.2, California State Peace Officer

- **STATE PARK PEACE OFFICER SUPERVISOR (RANGER) – CENTRAL VALLEY DISTRICT/CALAVERAS SECTOR/COLUMBIA STATE HISTORIC PARK**
- **STATE PARK PEACE OFFICER SUPERVISOR (RANGER) – DIABLO VISTA DISTRICT/SILVERADO SECTOR**
- **STATE PARK PEACE OFFICER SUPERVISOR (RANGER) – GOLD FIELDS DISTRICT/FOLSOM LAKE SECTOR – TWO POSITIONS**
- **STATE PARK PEACE OFFICER SUPERVISOR (RANGER) – OFF-HIGHWAY MOTOR VEHICLE RECREATION (OHMVR) DIVISION/HUNGRY VALLY DISTRICT**
- **STATE PARK SUPERINTENDENT III – LAW ENFORCEMENT AND EMERGENCY SERVICES DIVISION**

WHO MAY APPLY

This Career Opportunity Bulletin is for **State employees and/or candidates with current civil service list eligibility and who meet this eligibility by the established final filing date.** Anyone eligible for a transfer, change in class, list appointment, training and development assignment, or reinstatement may be considered according to guidelines outlined in DAM 210.311-314.

Only the most qualified candidates will be selected for an interview. All appointments are subject to SROA provisions.

(For those classes in Units 10,14,15, and 21, this bulletin does not constitute the transfer process contained in the agreements with the State.)

UNIT 7 (California Statewide Law Enforcement Association – CSLEA)

Positions for voluntary geographic transfers will be filled in accordance with Article 16, section 16.9 of the Unit 7 collective bargaining agreement.

Unit 12 (International Union of Operating Engineers – IUOE)

Positions for voluntary geographic transfers will be filled in accordance with Article 17, sections 17.1-17.7 of the unit 12 collective bargaining agreement.

Unit 13 (International Union of Operating Engineers – IUOE)

Positions for voluntary geographic transfers will be filled in accordance with Article 14.1 of the unit 13 collective bargaining agreements.

If applying for more than one position, please submit a separate application for each position and indicate your choice in location. Please be specific.

549-074-5393-003

ASSOCIATE GOVERNMENTAL PROGRAM ANALYST (\$4400 - \$5348) – ADMINISTRATIVE SERVICES DIVISION/BUSINESS MANAGEMENT SERVICES SECTION/HEADQUARTERS/ SACRAMENTO

The reporting location for this position is Headquarters in Sacramento. This position will work under the direction of the Staff Services Manager I in the Program Support Unit of the Business Management Services Section. The incumbent will perform duties in an analytical capacity relating to Administrative Policy/Procedure coordination and development, Forms Management Program, Government Claims Program, process improvement, process evaluation and recommendation. Typical assignments require reviewing, researching, facilitating, writing and editing. In order to be successful the incumbent must possess strong oral and written communication skills, be attentive to detail, and must be able to work effectively and diplomatically with Department staff at all levels, other State agencies and the public. The successful candidate should be computer literate with proficiency using Microsoft Word and Excel, and a working knowledge of other basic Microsoft Office products and Adobe Acrobat Professional. **State housing is not available.** For further information regarding this position, please contact Nori Tipon at (916) 653-5730 or ntipo@parks.ca.gov.

If applying for more than one position, please submit a separate application for each position and indicate your choice in location. Please be specific.

549-550-5393/5157-004

ASSOCIATE GOVERNMENTAL PROGRAM ANALYST (\$4400 - \$5348)/STAFF SERVICES ANALYST (\$2817 - \$4446) – OFF-HIGHWAY MOTOR VEHICLE RECREATION (OHMVR) DIVISION HEADQUARTERS

The reporting location for this position is OHMVR Headquarters in Sacramento. This position will work under the direction of the Division Administrative Chief. Duties include providing consultative and analytical services in the areas of budgeting, accounting and other administrative functions, including monitoring, tracking, and reconciling expenditures and other transactions in California State Accounting and Reporting Systems (CalSTARS), analyzing problem areas, identifying patterns of expenditures errors and making recommendations for changes in procedures to prevent future errors. This position will help develop Division support, local assistance and capital outlay budget change proposals, and assist managers and supervisors in preparing and distributing reports and other materials for meetings. This position may be downgraded for recruitment purposes. This position is special funded. Free parking is available and the office is located steps away from Light Rail. **State housing is not available.** For further information regarding this position, please contact Maria Mowrey at (916) 324-4442.

549-653-0762-001

ENVIRONMENTAL SCIENTIST (\$3077 - \$5711) – MARIN DISTRICT

The reporting location for this position is the Marin District Office in Petaluma. This position will work under the direction of the District Superintendent. The incumbent provides a myriad of exciting and unique opportunities for natural resource management, vegetation management, landform and stream restoration, and wildlife management activities for over 15,000 acres within the seven state park units located within scenic Marin County. The person assigned to this position plans and administers the Resource Management Program for the District and works on cooperative projects with the National Park Service. **State housing is not available.** For further information regarding this position, please contact Danita Rodriguez at (707) 769-5665 ext 224.

549-653-5278-001

MANAGEMENT SERVICES TECHNICIAN (\$2495 - \$3426) – MARIN DISTRICT

The reporting location for this position is the Marin District Office in Petaluma. This position will work under the direction of the District Administrative Chief. The incumbent will be responsible for processing seasonal and permanent payrolls; preparing appointment and separation documents, health, dental and vision enrollments or cancellations and housing leases; and processing workers compensation claims. In order to be successful the incumbent should be detailed oriented, possess knowledge of personnel procedures and the ability to work independently. **State housing is not available.** For further information regarding this position, please contact Darlene Neal at (707) 769-5665 ext 225.

If applying for more than one position, please submit a separate application for each position and indicate your choice in location. Please be specific.

549-677-2871-002

MUSEUM CURATOR I (\$3497 - \$4201) – CAPITAL DISTRICT/RAILTOWN 1897 STATE HISTORIC PARK

The reporting location for this position is Railtown 1897 State Historic Park located in Jamestown. This position will work under the direction of the State Park Superintendent. The incumbent will develop and implement a comprehensive collection management program at Railtown 1897, and will be responsible for the documentation and preservation of a collection comprised of historic railroad equipment and three-dimensional artifacts. The incumbent will also participate in exhibit and interpretive plan development, special event coordination, as well as supervise and train staff and volunteers involved with collections. **State housing is not available.** For further information regarding this position, please contact Kimberly Baker at (209) 984-4622.

549-677-2870-902

MUSEUM TECHNICIAN (PERMANENT INTERMITTENT)(\$14.31 - \$19.66) – CAPITAL DISTRICT/ SACRAMENTO HISTORY AND RAILROAD SECTOR/SUTTER’S FORT STATE HISTORIC PARK AND OLD SACRAMENTO STATE HISTORIC PARK

The reporting location for this position is Sutter’s Fort State Historic Park and will also work with collections at Old Sacramento State Historic Park. This position will work under the direction of the Museum Curator I. The incumbent will be responsible for maintaining and cleaning exhibit spaces, house museum rooms, and artifacts as well as performing collections maintenance activities including: inventories, condition reports and The Museum System data entry. The park units include historic 19th century buildings, modern reconstructions of historically significant buildings, and modern interpretive displays. **This position requires a valid California Class C Driver’s License. Please provide proof with application.** This position also requires the incumbent to possess the ability to lift up to 25 pounds. This position may work up to 1500 hours per year. **State housing is not available.** For further information regarding this position, please contact Ellen Halteman at (916) 323-2158.

If applying for more than one position, please submit a separate application for each position and indicate your choice in location. Please be specific.

549-656-5058-001

PARK MAINTENANCE WORKER I (\$2929 - \$3497) – MARIN DISTRICT/ANGEL ISLAND

The reporting location for this position is the Maintenance Shop at Angel Island State Park. This position will be responsible for the maintenance and repair of park buildings, roads, trails, systems, structures, grounds and natural resources. The incumbent will lead and direct outside agencies, volunteers, inmates and other permanent and seasonal staff in the repair and maintenance of park facilities. The successful candidate should possess leadership and organizational skills, as well as developed skills in carpentry, plumbing and electrical, skills relating to purchasing practices, and project planning. Knowledge and ability to work with Computerized Asset Management Program (CAMP) is required. **The incumbent will be expected to become a qualified boat operator and training will be provided. The incumbent will be required to participate in the US Coast Guard Random Drug testing program. Dogs are prohibited on Angel Island.** The incumbent's work schedule will be Tuesday through Saturday from 7:30 am to 4:00 pm. **State housing may be available.** For further information regarding this position, please contact Gerald O'Reilly at (415) 435-1748 or goreilly@parks.ca.gov.

549-555-6767-002

PARK MAINTENANCE WORKER I (\$2929 - \$3497) – OFF-HIGHWAY MOTOR VEHICLE RECREATION (OHMVR) DIVISION/OCOTILLO WELLS DISTRICT/HEBER DUNES STATE PARK

The reporting location for this position is Heber Dunes State Park; however, the incumbent may be required to work at other park units within the District. The incumbent will perform skilled and semi skilled duties necessary to maintain and construct State Park facilities, roads and trails. Duties include but are not limited to: maintenance, construction and repair of buildings, roads, fences, utility systems, trails and tracks. Other duties include minor repair of small powered equipment logs and completing data entry into the Computerized Asset Management Program (CAMP). The incumbent will act as lead in directing and overseeing outside agencies, volunteers, inmates and other permanent and seasonal staff. The incumbent's work schedule will be Monday through Friday from 7:00 am to 3:30 pm. The work schedule may change due to operational needs. **State housing is not available.** For further information regarding this position, please contact Christina Sanguino at (760) 767-0156.

549-720-1068-001

PARK AND RECREATION SPECIALIST (\$2817 - \$5105) – MONTEREY DISTRICT/DISTRICT OFFICE

The reporting location for this position is the Monterey District Office in Monterey. This position will work under the direction of the District Services Manager. This challenging position will perform a variety of duties including, but not limited to, concession management, revenue generation, and acting as the environmental coordinator for the District. **State housing is not available.** For further information regarding this position, please contact Ken Gray at (831) 649-2862 or kgray@parks.ca.gov.

If applying for more than one position, please submit a separate application for each position and indicate your choice in location. Please be specific.

549-925-0764-001

SENIOR ENVIRONMENTAL SCIENTIST (\$5450 - \$6578) – ORANGE COAST DISTRICT/CENTRAL SECTOR

The reporting location for this position is the District Office located in San Clemente State Beach. This position will work under the direction of the District Superintendent. The incumbent is responsible for a full range of specialist functions and programs throughout the six park units of the District including cultural and natural resources, environmental, park planning, interpretation and education, real property, and community outreach. This position offers a variety of dynamic opportunities for a motivated park professional and requires excellent communication and problem solving skills. **State housing is not available.** For further information regarding this position, please contact Ken Kramer at (949) 366-4895.

549-925-1088-001

STAFF PARK AND RECREATION SPECIALIST (\$5312 - \$6409) – ORANGE COAST DISTRICT/DISTRICT SECTOR

The reporting location for this position is the District Office located in San Clemente State Beach. This position will work under the direction of the District Superintendent. The incumbent is responsible for a full range of specialist functions and programs throughout the six park units of the District including cultural and natural resources, environmental, park planning, interpretation and education, real property, and community outreach. This position offers a variety of dynamic opportunities for a motivated park professional and requires excellent communication and problem solving skills. **State housing is not available.** For further information regarding this position, please contact Ken Kramer at (949) 366-4895.

549-944-2826-902

STATE PARK INTERPRETER I (PERMANENT INTERMITTENT)(\$20.16 - \$24.51) – COLORADO DESERT DISTRICT/CUYAMACA RANCHO STATE PARK

The reporting location for this position is Cuyamaca Rancho State Park. This position will work under the direction of the Sector Superintendent. This position is responsible for conducting and coordinating both natural and cultural resource interpretive programs, as well as operation of the visitor center. Duties include conducting interpretive programs, assisting in writing interpretive publications, planning/coordinating staff and volunteer interpretive programs, and coordinating special events for the Montane Sector, which includes Cuyamaca Rancho and Palomar Mountain State Parks. This position may work up to 1500 hours per year. **State housing may be available.** For further information regarding this position, please contact Nedra Martinez at (760) 765-3019.

If applying for more than one position, please submit a separate application for each position and indicate your choice in location. Please be specific.

The following vacancies are offered as advertisement to candidates that are current or eligible for reinstatement as a PC 830.2, California State Peace Officer

548-732-0980-002

STATE PARK PEACE OFFICER SUPERVISOR (RANGER)(\$4590 - \$6078) – CENTRAL VALLEY DISTRICT/CALAVERAS SECTOR/COLUMBIA STATE HISTORIC PARK

The reporting location for this position is Columbia State Historic Park. This position will work under the direction of the Sector Superintendent. The incumbent will supervise the Visitor Services Program, which includes law enforcement, interpretation, public safety, public relations, resource management and administrative duties related to this function. The position coordinates all visitor services training; participates in regular staff meetings; attends and/or facilitates improvement and task teams. **State housing is not available.** For further information regarding this position, please contact Vince Sereno at (209) 536-2916.

548-664-0980-004

STATE PARK PEACE OFFICER SUPERVISOR (RANGER)(\$4590 - \$6078) – DIABLO VISTA DISTRICT/SILVERADO SECTOR

The reporting location for this position is Annadel State Park near Santa Rosa. This position will work under the direction of the State Park Superintendent III. The park is located in Sonoma County and additionally includes Jack London State Historic Park (SHP) and Sugarloaf Ridge State Park. This position supervises State Park Peace Officer (Rangers), Seasonal Interpreter's, Park Aides, and Volunteers, and works closely with the Park Maintenance Supervisor on daily operations. Visitor Services responsibilities include ensuring all required reports (e.g. attendance, accounting, time keeping, scheduling, crime, accident, injury, etc.) are complete, accurate and turned in on time; supervising the safety and protection of visitors and park resources; establishing yearly goals and oversight of staff interpretive programs. Unique aspects of the position include oversight of construction/development of temporary Visitor Center and staff office, liaison with two concession operations for equestrian recreation and observatory with astronomy programs. In addition, Jack London SHP will have several historic structures, interpretive planning, and cultural landscape projects the Supervisor will be involved with District Specialist Staff and Sector staff to assist with implementation in the next two to three years. This position may serve as the Cooperating Association Liaison for the Valley of the Moon Natural History Association. The successful candidate should have certification as an Emergency Medical Technician/EMR Instructor or Firearms Inspectors/Instructors. **State housing may be available.** For further information regarding this position, please contact Mary Pass at (707) 939-2147.

If applying for more than one position, please submit a separate application for each position and indicate your choice in location. Please be specific.

The following vacancies are offered as advertisement to candidates that are current or eligible for reinstatement as a PC 830.2, California State Peace Officer

548-696-0980-004 & 548-696-0980-003

STATE PARK PEACE OFFICER SUPERVISOR (RANGER)(\$4590 - \$6078) – GOLD FIELDS DISTRICT/FOLSOM LAKE STATE RECREATION AREA – TWO POSITIONS

The reporting location for these position is the Folsom Sector Ranger Office in Folsom. These positions will work under the direction of the Sector Superintendent. Position responsibilities are to provide response in emergency/law enforcement situations and public assistance to park visitors as needed. Incumbents will also supervise accident scenes as appropriate, render first aid and ensure the injured parties are treated in accordance with Department policy and protocols. The duties will also require the incumbents to provide direction to State Park Peace Officer (Rangers) during citations and/or arrests and each position will also be the direct supervisory liaison for various community organizations, associations and volunteer groups. The incumbents will participate in the preparation of monthly and daily work schedules; evaluate subordinates; assist with career planning, training requests and other personnel matters as requested. These positions offer the opportunity to work in a high-use recreation area. **State housing may be available.** For further information regarding this position, please contact Dan Tynan at (916) 988-0205.

548-553-0980-001

STATE PARK PEACE OFFICER SUPERVISOR (RANGER)(\$4590 - \$6078) – OFF-HIGHWAY MOTOR VEHICLE RECREATION (OHMVR) DIVISION/HUNGRY VALLEY DISTRICT

The reporting location for this position is the Hungry Valley District in Gorman, a 20,000-acre State Vehicular Recreation Area that is surrounded by the vast Los Padres and Angeles National Forests. This position will work under the direction of the State Park Superintendent I. This is an opportunity to supervise a dynamic Visitor Service operation, which includes law enforcement, search and rescue operations, emergency first aid, as well as resource preservation, interpretation, volunteer management and event/film coordination. This operation frequently works with Sheriff's departments in Kern, Los Angeles, and Kern counties as well as Los Angeles County Fire Department, Los Padres National Forest and Angeles National Forest. The operation of four-wheel drive vehicles, off-highway motorcycles, and all-terrain vehicles is required. Training will be provided. **State housing is not available.** For further information regarding this position, please contact Maureen Brack at (661) 248-7012.

548-803-0974-001

STATE PARK SUPERINTENDENT III (\$6360 - \$8438) – LAW ENFORCEMENT AND EMERGENCY SERVICES DIVISION

The reporting location for this position is the Law Enforcement and Emergency Services Division in Sacramento Headquarters. The Internal Affairs Superintendent will work under the direction of the Assistant Division Chief. The incumbent is responsible for the complete oversight of the Internal Affairs (IA) Program for all Departmental employees. **State housing is not available. A paid move may be considered.** For further information regarding this position, please contact Frank Spear at (916) 653-0398 or fspear@parks.ca.gov.

******* EXAMINATIONS *******

The Department of Parks and Recreation has scheduled the following examinations.
Standard State applications (STD. 678) may be sent to:

Department of Parks and Recreation
Personnel Office
ATTENTION: EXAM UNIT
P.O. Box 942896
Sacramento, CA 94296-0001

<u>CLASS</u>	<u>FINAL FILING DATE</u>	<u>EXAM BASE</u>
Accountant I (Specialist)	6/1/09	Promotional – Spot Sacramento County
CEA Level I – Chief, Accessibility Section	4/17/09	
Park Maintenance Chief II/III	4/14/09	Promotional